

LONG TERM PAVEMENT PERFORMANCE PROGRAM DIRECTIVE



For The Technical Direction Of The LTPP Program



Program Area: Monitoring

Directive Number:P-3

Date: March 14, 1995

Supersedes: n/a

Subject: Profiler Problem Report (PROFPR) Form

In an effort to provide for a more uniform way of reporting, handling and tracking problems associated with the LTPP pavement profile monitoring activities, the FHWA LTPP Division has designed the attached "Profiler Problem Report (PROFPR)" form for Immediate implementation by the RCOCs.

The PROFPR form provides several major benefits including: a standard format for submitting problems associated with the profiler monitoring activities, thus making everyone's job easier; a much easier means of tracking when a problem was submitted, who is responsible for resolving it, whether or not it has been resolved, and how and when it was resolved; and reduced probability of problems being forgotten or falling through the cracks.

The PROFPR form is self explanatory except for the PROFPR number. This number consists of two parts as follows:

- C A letter code representing the agency submitting the problem -- "F" for FHWA LTPP Division, "NA" for North Atlantic RCOC, "NC" for North Central RCOC, "S" for Southern RCOC, "W" for Western RCOC, "TAC" for Technical Assistance Contractor, and "O" for others.
- C A number code representing the PROFPR number for the submitting agency, in sequential fashion starting from 1.

For example,

F-07: represents the seventh problem reported by the FHWA LTPP Division; and
NA-23: represents the 23rd problem reported by the North Atlantic RCO.

Completed PROFPR forms must be submitted to the FHWA LTPP Division, with copies to the LTPP Technical Assistance Contractor (TAC) and to the profiler coordinator at each RCOC office. A complete set of the PROFPR submittals will be maintained by the FHWA LTPP Division and LTPP TAC. The LTPP TAC will generate a monthly report summarizing the status of unresolved problems. A copy of this report will be submitted to RCOC profiler coordinators for their information and action, as appropriate.

Prepared by: John Klemunes

Approved by

Monte G. Symons
for Chief, LTPP Division

Agency: _____
PROFPR#: _____

**LONG-TERM PAVEMENT PERFORMANCE (LTPP)
PAVEMENT PROFILE MONITORING
PROFILER PROBLEM REPORT (PROFPR)**

Attention: John Klemunes
Gonzalo R- Rada

FAX: (703) 285-2767
FAX: (301) 210-5032

<p>Type of Problem: _____</p> <p>Guidelines _____</p> <p>Equipment _____</p> <p>Software _____</p> <p style="padding-left: 40px;">Name: _____</p> <p style="padding-left: 40px;">Version: _____</p> <p>Other: _____</p>	<p>Reported by: _____</p> <p>Agency: _____</p> <p>Date: _____</p> <p>Urgent?(Y/N) ____ Page ____ of ____</p>
<p>Description:</p>	

THIS SECTION FOR USE BY FHWA AND PCS/LAW	
Received by: _____	Date Received: _____
Referred to: _____	Approved by: _____
Date Referred: _____	Date Approved: _____
<p>Resolution:</p>	
<p>Notes:</p>	